

NIRMA University
Institute of Architecture and Planning
Bachelor of Architecture
Semester-II

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Course Code	2AR267
Course Title	Communication Skills

Course Learning Outcomes (CLO):

During the course, students will be able to -

- Demonstrate understandings of English Language
- Interpret the basic structure, grammar, vocabulary, speech construction
- Develop Understanding of Keywords in Architecture
- Build art of presentation in basic writing and public speaking with focus on meaning, interpretation, accent, rhythm, etc. of the keywords in Architecture.
- Adapt skills of listening, reading, understanding, speaking, writing & translation in English

Syllabus: 15 weeks (2 hours/week)

Total Teaching hours: 30 Hrs.

Sr.No.	Syllabus: Topic	Sub Topic	Teaching hours:
1.	Introduction to Communication	<ul style="list-style-type: none"> • What is communication? • Types of communication • Why is it important? 	2 hours
2.	Basic components of Communication	<ul style="list-style-type: none"> • Non-verbal communication • Body language exercises • Gestures • Reading non-verbal cues • Vocabulary development 	4 hours
3.	Reading Skills	<ul style="list-style-type: none"> • Understanding SQRR technique with the aid of literary texts • Note taking • Outlining and summarizing • Vocabulary development 	4 hours
4.	Listening Skills	<ul style="list-style-type: none"> • Concentration to improve listening • Courteous and Responsive Listening • Practice listening through literary texts • Follow-up discussions • Vocabulary development 	4 hours
5.	Grammar Review and Reinforcement	<ul style="list-style-type: none"> • Grammar categories • English word order (SVO) • Writing exercise through literary texts* • Common grammatical error analysis • Vocabulary development** 	4 hours
6.	Vocabulary development reinforcement	<ul style="list-style-type: none"> • Homonyms, homographs, homophones, heteronyms, elisions etc. • Introduction to Architectural Keywords • Meanings to Architectural Keywords 	4 hours

		<ul style="list-style-type: none"> • Making Sense of Architectural Keywords through the Masters' Works 	
7.	Effective Writing Skills	<ul style="list-style-type: none"> • Note taking • Outlining and summarizing • Drafting a paragraph and essay • Writing with a descriptive focus, a personal narrative, an expository focus, business letter, etc. 	6 hours
8.	Oral Presentation	<ul style="list-style-type: none"> • Impromptu speeches • Group Discussions • Assignment based interaction*** • Vocabulary development • Planning, Developing and Delivering speech 	2 hours

- *vocabulary list will be based on the key words in Architecture.
- **Reading of literary texts and writing exercises based on the "Masters" in the field of architecture, their biographies and philosophies.
- Assignments will be based on interviews/interactions with different architects.

References:

1. Babbette K. Lemon. Reading, Writing, and Speaking. The School Review 1941 49:7, 554-555
2. Alfonso Caramazza. Issues in Reading, Writing and Speaking: A Neuropsychological Perspective. Kluwer Academic Pub., 1991.
3. Simon. S. Montefiore. Speeches that changed the world. Quercus.
4. Jones, Leo. Working in English: Teacher's Book. Cambridge: Cambridge University Press, 2003.
5. Taylor, Grant. English Conversation Practice. New York: McGraw-Hill, 1967. Print.
6. Mudambadithaya G. S., Communicative English for Professional Courses
7. Communication Skills for Technical students, CDC, TTTI, Bhopal, Somiya Publications Pvt. Ltd. 4th revised Edition, July, 1995
8. Hornby, A.S., Advanced Learner's Dictionary of current English Geoffrey Leech and Jan Svartvik, Communicative grammar of English, ELBS.